

## NDSCS Foundation Executive Board Meeting Minutes

Pursuant to due call and notice thereof, as a regular meeting of the Foundation Executive Board of NDSCS, Wahpeton North Dakota, was duly called and held at the President's Office of Haverty Hall, on September 1, 2022.

**Members present:** Hugh Veit (President), Megan Kummer (VP), Josh Dozak, Linda Hopkins, Joel Kaczynski, Jeff Leinen, Roger Richels, Chad Wehri

**Ex-officio members present:** Kim Nelson, President Rod Flanigan, Yoney Fobb, Michelle Nelson, and Stephanie Curtis **Absent:** Andrew Pedersen

President Hugh Veit called the meeting to order. The agenda was reviewed, and the closed session portion was removed. **Jeff Leinen moved to approve the updated agenda, Joel Kaczynski seconded the motion, motion carried.**

**Josh Dozak made a motion to approve the minutes of the August 4, 2022, Executive Committee meeting minutes, Linda Hopkins seconded, motion carried.**

A CIC job progress report was reviewed. Steel erection is nearing completion, second and third floor floors have been poured. Exterior wall framing and sheathing is continuing in phase 1. City utilities will be hooked up soon. The north parking lot prep will begin after utility work is done. In Andrew's absence, Hugh presented an invoice from Moore Engineering in the amount of \$2,545 and one invoice from Comstock in the amount of \$216,944.88. **Chad Wehri made a motion to pay the invoices, Jeff Leinen seconded the motion, motion carried.**

The lease between the College and the Foundation regarding the CIC was discussed as it was written to commence on September 1, 2022. With the changes and delays to the project, it was decided to review the current lease on the 19<sup>th</sup> Avenue building as well. A committee of Michelle Kummer, Kim Nelson, Paige Kjesbo, Hugh Veit, and Roger Richels will review the current lease. **Linda Hopkins made a motion to add an addendum to the CIC lease changing the start date to align with the opening of the CIC. Josh Dozak seconded the motion, motion carried.**

Roger Richels gave an investment report. The market continues to fluctuate daily. The Agency fund balance is \$23,456,745 and the Madge Vertin fund balance is \$3,476,782.

Kim went over the operating budget with nothing out of the ordinary to report.

Gifts over \$10,000: Three new scholarship endowments have been started with gifts over \$10,000 in the last month.

Gift Request: The City of Wahpeton is requesting donations for their K9 unit. They had a canine previously and are working on adding another to their unit. They have approximately \$10K left to raise. Kim requested that the foundation support this cause in the amount of \$5,000. The Wahpeton Police Department supports NDSCS Campus Police by providing service from 2-7:30 a.m. daily, provides training opportunities, as well as student and employee safety and support when needed. **Megan Kummer made a motion to donate \$5,000 to the Wahpeton Police Department, Josh Dozak seconded the motion. The motion carried with 8 in favor and one against.**

Yoney Fobb gave a Foundation Sponsor update. The campaign is nearing completion with 19 of 24 previous sponsors committed. Yoney has been in contact with a couple of new prospects as well.

The Annual Giving Campaign will kick-off in September with a letter to regular annual and club donors. A separate letter will go out to new alumni or potential first-time givers. A monthly giving status update will be shared going forward.

The 8<sup>th</sup> avenue parking lot land ownership has been determined and settled as to who owns which pieces of land. This is in regard to the 8<sup>th</sup> Ave sewer and street project slated for summer of 2023. The Foundation's Attorney assisted in the process.

Several applications have been received for the new position of Senior Development Officer. The hiring committee will review applications and schedule interviews this month. Those on the hiring committee are Foundation board members Megan Kummer, Chad Wehri, and Trudy Tischer. Foundation staff include Kim Nelson and Yoney Fobb and Jeff Jelinek representing the Campus.

Kim is waiting on insurance quotes and will present information when available.

Kosel Land Lab: The students will be performing a yield analysis and have pre-sold half of the bean and half of the corn crops.

Discussion was held on a strategic planning session in November. With recent College administrative changes, it was the consensus of the board to wait until a later date. Kim will explore options for resources and assistance with strategic planning.

Dr. Flanigan gave a College update:

- Dorm occupancy is at approximately 930 students, up from 865 last year.
- Enrollment numbers have increased along with credit hours. In comparison, two-year colleges across the nation are seeing an average of 14% decrease in enrollment.
- Bids and scope of work for capital improvement projects are being prepared for submission to the state for consideration in the next biennium.

**Hugh Veit adjourned the meeting at 9:50 a.m.**

Respectfully submitted by Stephanie Curtis

**Approved 10.6.2022**